

CHANGING YOUR PASSWORD

Profile Type: Active Member

Official Profile ID: DEERC2

Official Profile Name: Deer Creek Dorpers

DBA:

Flock Name: Deer Creek Dorpers

Member Password

view

Once logged into your account, click on view, under Member Password. Type in new password and click on Set/Change

REGISTERING NEW LAMBS

My Account

View

Flock Mgmt

Customers

Suppliers

Affiliations

Reports

Work Queues

Sale Management

Flock Mgmt

Pasture Groups

Recording

Breeding

Cooperators

Off the Farm

Consignments

Custom Catalog

Customers

Recording

Lambs

Commercial

Breeding

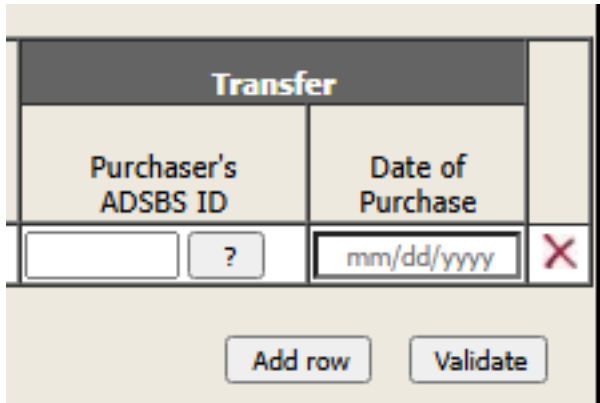
Once logged into your account, click on Flock Mgmt. Then click on Recording. Then click on Lambs.

Enter the number of animals you are planning on registering. You can add or remove later, then click Continue.

Lamb										All / None	Sire		Dam		Transfer		
Sex	Flock Number	Birth Date	Birth Type	Service Type	Permanent ID Type	Permanent ID	Scrapie Result	Dermatoparaxis Result	Mail Papers to Me	Registration Number	Flock Number Dorper %	Registration Number	Flock Number Dorper %	Resulting Dorper %	Purchaser's ADSBS ID	Date of Purchase	
X	Flock ID	mm/dd/yyyy	S	NS					<input checked="" type="checkbox"/>	Reg #		Reg #			?	mm/dd/yyyy	
Add row										Validate				Add row		Validate	
Delete ALL																Delete ALL	

Begin entering you lambs you are wanting to register. If you are going to print your own certificates, check off Mail Papers to Me, other if you want the office to mail out your certificates, leave it checked.

You will not fill in the transfer information, if you do not want the animal transferred.

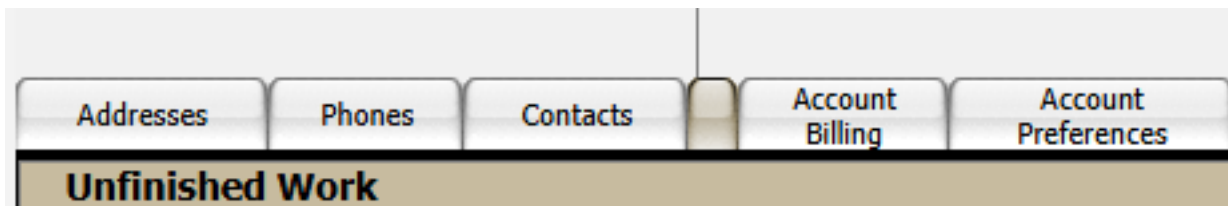


Transfer	
Purchaser's ADSBS ID	Date of Purchase
<input type="text"/> ?	<input type="text" value="mm/dd/yyyy"/> X
<div>Add row Validate</div>	

If you would like to transfer the animal you are registering and you know the Purchaser's ADSBS ID (6digit code) enter in the box. If you do not know the breeders' ID, then click on the (?) Enter the purchaser's zip code and click find profiles. Give it a minute to go out and look for all of the breeders with that zip code. Go down the list to find your breeder and then check the box next to that breeder, the program will automatically add their code and then put in the date of purchase.

Once you get all of your animals entered, you will need to hit "VALIDATE". The system goes through a number of checks. If you have any errors, you can go back and correct and run the VALIDATE again. Once all errors have been fixed, the validate is good, click on COMMIT to Registry.

If you are finished, then now its time to pay. There are a couple of ways. Me personally, I would go back to VIEW under MY ACCOUNT.



Addresses	Phones	Contacts	Account Billing	Account Preferences
Unfinished Work				

Then click on Account Billing and you will see your invoice on the work you just entered. Click on [pay invoice] and you are finished.